10 West Pearce St, Unit 1-2
Richmond Hill, ON L4B 1B6
contact@kidztales.ca
Phone: 416-904-1889
Fax: 416-907-1836

Kidztales Referral Package

Thank you for partnering with Kidztales Therapy & Learning Centre.

We share your commitment to supporting the holistic development of children. We know that early intervention yields the best outcomes and we are incredibly excited to continue supporting our local community by providing families with trusted, accessible care. Our multidisciplinary team provides evidence-based, compassionate care tailored to each child's unique needs.

This package contains the following information about our referral process:

- Referral Instructions (Page 1)
- Referral Form (Pages 2-4)
- Developmental Milestones (Pages 5-7)

Referral Instructions:

There are two ways to submit the referral form. Please select the referral option that works best for you and the family:

OPTION 1: Direct referral to Kidztales

Step 1: Complete the Kidztales Therapy Referral Form (p. 2-3).
Step 2: Fax the referral form to us at 416-907-1836.
Step 3: The intake coordinator will contact the family within one business day.

OPTION 2: Referral through the family

Step 1: Complete the referral form (p. 2-3) and provide the completed form to the family to take home.
Step 2: The family can contact the clinic directly by phone (416-904-1889) or email (contact@kidztales.ca) to begin the intake process, including scheduling their first appointment.
Step 3: The family will bring the completed referral form to the clinic before or on the day of their appointment.

kidztales
therapy & learning centre

10 West Pearce St, Unit 1-2
Richmond Hill, ON L4B 1B6
contact@kidztales.ca
Phone: 416-904-1889
Fax: 416-907-1836

Kidztales Therapy Referral Form

Speech-Language Pathology • Occupational Therapy • Psychotherapy • Art Therapy

1. Patient Information

Child's Full Name	
Date of Birth (YYYY / MM / DD)	
Parent / Caregiver Name	
Phone	
Email	

2. Service & Reason for Referral

Please check all areas of concern that apply. More than one discipline may be selected.

☐ **Speech-Language Pathology (SLP)**

- ☐ Expressive / receptive language
- ☐ Oral motor control
- ☐ Social communication
- ☐ Literacy / reading / written language
- ☐ Feeding / swallowing
- ☐ Voice / resonance
- ☐ Speech clarity / articulation
- ☐ Motor speech / apraxia
- ☐ Fluency / stuttering
- ☐ AAC / complex communication needs
- ☐ Executive functioning / higher level communication

☐ **Occupational Therapy (OT)**

- ☐ Executive functioning / attention
- ☐ Fine motor / visual-motor skills
- ☐ Sensory processing / regulation
- ☐ Feeding / mealtime participation
- ☐ Self-care / daily living skills
- ☐ Handwriting
- ☐ Motor planning / coordination
- ☐ School / home participation

☐ **Psychotherapy & Art Therapy**

- ☐ Anxiety / worries / fears
- ☐ Coping / stress
- ☐ Family dynamics
- ☐ Self-esteem / confidence / identity
- ☐ Behavioural / emotional regulation concerns
- ☐ Transitions / significant life changes
- ☐ Grief / loss
- ☐ Social / relationship challenges

☐ **Multidisciplinary / Please Determine Appropriate Service(s)**

Other / Additional Concern(s):

kidztales
therapy & learning centre

10 West Pearce St, Unit 1-2
Richmond Hill, ON L4B 1B6
contact@kidztales.ca
Phone: 416-904-1889
Fax: 416-907-1836

3. Clinical Information

Primary concerns / relevant observations:

Relevant diagnosis, developmental or medical history (if applicable):

4. Referring Provider / Organization

Referrer's Name	
Clinic / Organization	
Phone	
Fax	
Provider / Billing No. (optional)	
Signature	
Date (YYYY / MM / DD)	

5. Communication & Continuity of Care

With parent/caregiver consent, please indicate whether you would like clinically relevant information returned to your office:

☐ Assessment / consultation summary
☐ Treatment recommendations
☐ Progress update when clinically indicated
☐ No report requested at this time

Please send the completed referral form to Kidztales **by fax (416-907-1836) or through the family**.

10 West Pearce St, Unit 1-2
Richmond Hill, ON L4B 1B6
contact@kidztales.ca
Phone: 416-904-1889
Fax: 416-907-1836

What Happens Next?

1. Contact is established between the family and Kidztales, depending on the referral option:
    a. Option 1: Kidztales will receive the referral and contact the family to begin the intake process; or
    b. Option 2: The family will contact Kidztales directly to begin the intake process. The family will be triaged to the appropriate service(s) and assessment/consultation will begin.
2. After an assessment, an individualized plan will be developed based on the child's strengths, needs, and family priorities.
3. With consent, clinically relevant findings and progress can be shared with the referring provider.

More Information on Kidztales Services

For additional information about **Kidztales Therapy & Learning Centre**, including our clinical services and programs, please refer to the enclosed brochure or visit **www.kidztales.ca**.

kidztales
therapy & learning centre

10 West Pearce St, Unit 1-2
Richmond Hill, ON L4B 1B6
contact@kidztales.ca
Phone: 416-904-1889
Fax: 416-907-1836

Speech and Language Developmental Milestones

Below is a list of speech and language milestones typically expected at each age. A referral to **Speech and Language services** is recommended if the child is not yet demonstrating these skills within each age range.

Age	Expected Skills
By 12 months	• Responds to name • Understands "no" • Waves "bye-bye" • Babbles (e.g., "baba," "mama", etc.) • Points to request or show • Follows simple directions with gestures (e.g., "Come here") **Refer if they are NOT doing most of the above by 12 months.**
By 18 months	• Says ~10 words • Points to body parts when named • Understands simple questions • Imitates words and actions • Uses words to make requests for desired objects, activities, etc. **Refer if there are fewer than 10 words or if they are not pointing or imitating.**
By 24 months	• Says ~50+ words • Combines 2 words (e.g., "more juice") • Understands simple instructions • Enjoys simple stories and songs • Speech is at least 50% understandable to familiar listeners (e.g., family) **Refer if they are not combining words or words are unclear to familiar listeners.**
By 36 months	• Says ~200+ words • Speaks in 3-4 word sentences • Speech is ~75% understandable • Asks questions • Follows 2-step directions • Engages in pretend play **Refer if speech is unclear, if the child infrequently communicates in sentences, or if the child does not engage in social play.**
By 48 months	• Plays with others using language • Understands most questions • Speech is ~90-100% clear to unfamiliar listeners **Refer if there are concerns with: story retell, speech clarity, social engagement.**

kidztales
therapy & learning centre

10 West Pearce St, Unit 1-2
Richmond Hill, ON L4B 1B6
contact@kidztales.ca
Phone: 416-904-1889
Fax: 416-907-1836

Fine Motor, Feeding and Sensory Developmental Milestones

Below is a list of milestones typically expected at each age. A referral is recommended for **Occupational Therapy services** if the child is demonstrating **two or more** concerns in each suggested age range.

Age	Expected Skills
By 12 months	• Reaches for toys • Crawls on hands and knees • Places objects into a container • Able to bang two objects together
12 to 24 months	• Claps hands together • Uses both hands to play • Can isolate index finger with other fingers closed • Scribbles with a crayon • Beginning to use a spoon and cup
24 to 48 months	• Can thread beads on a string • Can build a block tower using 3-4 blocks • Able to imitate designs like a circle or a cross • Begin to demonstrate scissor skills (e.g., opens and closes scissors with assistance) • Able to do simple puzzles (6-10 pieces) • Can tolerate a variety of clothing (does not insist on certain clothing only - e.g., only long-sleeved shirts, tags must be cut out of clothing, etc.) • Eats a variety of foods (not limited to certain colour or texture)
48 months or older	• Able to draw, paint and colour (can draw a person with all body parts) • Learning printing and cursive handwriting • Can button and unbutton independently • Develops good finger skills (e.g., do up a zipper, use chopsticks, etc.) • Comfortable transitioning between activities • Seems organized in work/play space (not always losing things)

kidztales
therapy & learning centre

10 West Pearce St, Unit 1-2
Richmond Hill, ON L4B 1B6
contact@kidztales.ca
Phone: 416-904-1889
Fax: 416-907-1836

Social-Emotional Developmental Milestones

Below is a list of social-emotional milestones typically expected at each age. Development varies from child to child; however, consider a referral to **Art Therapy/Psychotherapy services** when emotional or behavioural concerns are **persistent, causing distress, or interfering with participation at home, school, or in relationships**.

Age	Expected Skills
3 - 4 years	• Engages in imaginative and pretend play • Shows interest in playing with other children • Begins to identify and name basic emotions • Separates from caregivers with increasing ease • Begins taking turns and sharing with support • Expresses wants, needs, and feelings more clearly
4 - 6 years	• Develops friendships and participates in cooperative play • Recognizes emotions in themselves and others • Increasingly follows rules and routines • Uses words to express feelings and resolve conflicts • Manages frustration with decreasing adult support • Shows growing independence, confidence, and empathy
6+ years	• Develops more complex and reciprocal friendships • Understands a wider range of emotions and perspectives • Uses increasingly independent coping strategies • Develops problem-solving and conflict-resolution skills • Builds self-concept and awareness of strengths and challenges • Adapts to expectations across home, school, and social settings